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SPECIAL MEETING OF TROUTMAN TOWN COUNCIL AND PLANNING BOARD

December 20, 2016

A Special Meeting of the Troutman Town Council and Planning Board was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Tuesday, December 20, 2016 at 7:00 p.m.

Council Members Present: Mayor Teross Young, Paul Henkel, James Troutman, Judy Jablonski

Planning Board Members Present: Randy Farmer, James McNiff, Mike Todd, Alternate-Steve Rimmer

Staff Present: Interim Town Manager, Justin E. Longino; Town Clerk, Kimberly H. Davis, Planning Director, Erika G. Martin

Press Present: Debbie Page, SVL Free News

(Sign-In Sheets attached)

ITEM 1. CALL TO ORDER

MAYOR PRO TEM PAUL HENKEL CALLED THE MEETING TO ORDER

(Mayor Young arrived following the start of the meeting)

(A QUORUM OF THE PLANNING BOARD WAS NOT PRESENT)

ITEM 2: REVIEW OF PROPOSED COMPREHENSIVE UPDATES TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO)

Interim Town Manager, Justin Longino gave a brief introduction of Mr. Craig Lewis, Principal Representative of Stantec, stating that Mr. Lewis has more than 20 years of award-winning experience implementing new urbanism and sustainability in hundreds of communities throughout the country. His expertise ties together comprehensive community planning, form-based codes, urban design, downtown redevelopment, public/private partnerships, mixed-use infill, and neighborhood design. Before joining Stantec, Mr. Lewis led the planning and urban design studio of Lawrence Group and has served as master planner for a number of urban infill projects and traditional neighborhoods including the first wildlife-friendly certified neighborhood in North Carolina. In 2013, he was recognized by Sustain Charlotte as an Outstanding Sustainability Leader.

Mr. Lewis stated that the intent of the meeting is look at major changes proposed within the UDO before the final draft is presented. From the time the rewrite process began around 1½ years ago, information/concerns has been gathered, collaborated, and updated keeping in mind the best practices for Troutman. He explained that within the code there is some reorganization, designing the code in a manner that information is logical and easy to find, but approximately 91% of the code will look familiar.

In a PowerPoint presentation Mr. Smith reviewed the following:

1. *Documentation Organization* that is logical and information is easy to find that includes reorganization of chapters, clear graphics, simplified and consistent numbering, summary tables, and consistent color scheme.
2. *Streamlining the Approval Process* using simple flow charts.
3. *Organization of District Uses* into four categories, expanding them to allow mixed use. The categories are as follows: housing, commercial, mixed-use, and maker-spaces (flexible and inexpensive space that would allow a service/business that would not be appropriate being located next to residential (basically modern industrial uses). An updated/simplified Use Matrix was included.
4. *Consider a New Approach to Zoning* as a different way to manage zoning encouraging higher density in and closer to town, and less density further from town. In today's market people are demanding walkable areas and narrow lots.
5. *Preserving Small Town Character* that includes subdivisions, building and site design requirements that reference the small town character of Troutman. Mr. Lewis asked for feedback of examples of what Council and Planning Board members feel is preserving Troutman.
 - Mayor Young: Maintain the main street character and the town's rural components. In the future, grow the downtown while providing areas of walkability in order to provide the services people need so they do not feel they need to leave town to get.
 - Planning Board member McNiff: Maintain social connections, feel comfortable.

Mr. Lewis advised that the size of homes is currently down with the market trend leaning towards multi-family dwellings such as high quality, high density apartment rentals, or other options such as condo's or townhouses. There is also a large demand for a village type communities and making social connections. He stated that the scale of buildings (under the tree line) is important in keeping the small town feel. Planning Board member Randy Farmer asked how the Town can ensure quality. Mr. Lewis stated that the quality can be mandated by requiring high quality design standards referencing the sections on site and building design standards, dimensional standards and the updated matrix.

6. *Tree Preservation* was greatly emphasized with the advisement of not to allow clear cutting of land for any single-family residential development. Mr. Lewis stated that trees add value to homes, provide shade, assist with cooling and heating of a home, and assist with water run-off.
7. *Complete Street Design* establishing set standards and appropriate street design requirements that prioritize the desired character of the streetscape environment over the functional classification of the street is proposed along with six (6) foot planning strips allowing room for utilities. Mr. Lewis commented that tree lined streets are very important. Trees help to slow traffic as well as increase property values. He recommended sidewalks

with tree lined streets on both sides of residential streets, except in low density developments.

8. *Connectivity* was stressed by Mr. Lewis that at least two connections/stub-outs per neighborhood for future accessibility.
9. *Greenway Enhancement* was encouraged to continue. Developers will be required to construct greenway segments in new developments regardless of density. Greenway should be include on planned greenway facilities on the zoning map.
10. *Community Goals and Density Regulations* are established in order to build communities for the citizens of toady and for generations to come. Mr. Lewis commented that in establishing goals and density regulations, preservation of open space/amenities and walkable development is important.

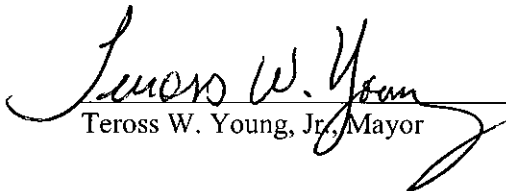
Next Steps:

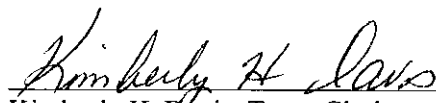
Mr. Lewis stated that comments from staff are currently being integrated into the draft document and once the revisions are complete, the draft will go before the Planning Board for revisions/recommendation, then to the Town Council for additional revisions/approval. Planning Director Martin commented that the UDO will be adopted before the end of 2017.

ITEM 3: ADJOURNMENT

Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, the Special Joint meeting of December 20, 2016 was adjourned at 8:22 p.m.




Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk